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ORDER FOR SUPPLIES OR SERVICES SCHEDULE - CONTINUATION

PAGE NO

2

IMPORTANT: Mark all packages and papers with contract and/or order numbers.

DATE OF ORDER CONTRACT NO. 11/12/2013 EP-W-13-016

ORDER NO. 0006

ITEM NO.	SUPPLIES/SERVICES	QUANTITY	UNIT		AMOUNT	QUANTITY
(a)	(b)	ORDERED (c)	(d)	PRICE (e)	(f)	ACCEPTED (g)
	incorporated by reference. \$22,743.00 is					
0001	pulled down from the contract and obligated to this Task Order. Laura Knudsen is appointed as TOCOR. Maragousis Conley is appointed as the Alt. TOCOR. TOPO: Laura Knudsen Max Expire Date: 09/02/2018 Admin Office:					
	TOTAL CARRIED FORWARD TO 1ST PAGE (ITEM 17(H)) FOR LOCAL REPODUCTION	\triangle			\$0.00	

OSRTI Management and Analytical Support SMALL BUSINESS CONTRACT EP-W-13-016 TO 006

EPA Contract # EP-W-13-016, OSRTI Managment and Analytical Support, Task Order Project Officer (TOPO): Laura Knudsen, OSRTI, ARD, CIPIB; email:

knudsen.laura@epa.gov; phone: 703-603-8861

Alternate Task Order Project Officer (ATOPO): Tina Conley, OSRTI, ARD, CIPIB; email:

conley.tina@epa.gov; phone: 703-603-0696

Period of Performance: 9/25/13 - 10/24/14

EPA Proposed LOE: 1,329 hours

TITLE: Training Support for Superfund's Community Involvement and Program

Initiatives Branch (CIPIB)

TASK ORDER STATEMENT OF WORK

I. BACKGROUND

The mission of EPA is to protect human health and the environment. OSWER is an Agency component that is responsible for programs articulated under the Comprehensive Environmental Response, Compensation, and Liability Act (CERCLA, or Superfund) of 1980, as amended by the Superfund Amendments and Reauthorization Act (SARA) of 1986; the Resource Conservation and Recovery Act (RCRA) and amendments; and other legislation and Agency directives related to the characterization, remediation, and monitoring of solid and hazardous wastes. OSWER provides policy, guidance and direction for the Agency's emergency response and waste programs. It develops guidelines for the land disposal of hazardous waste and underground storage tanks. It provides technical assistance to all levels of government to establish safe practices in waste management. It administers the Brownfields program, which supports state and local governments in redeveloping and reusing potentially contaminated sites. It also manages the Superfund program, which responds to abandoned and active hazardous waste sites and accidental oil and chemical releases. Finally, it encourages innovative technologies to address contaminated soil and groundwater.

The mission of the Office of Superfund Remediation and Technology Innovation (OSRTI) is to return contaminated areas of land associated with Superfund sites to communities for safe reuse in a healthy environment. The purpose of the OSRTI Management and Analytical Support Contract is to provide support primarily to the OSRTI program in the planning, management and oversight of the program authorized under CERCLA and SARA. The contractor will provide support to the three OSRTI divisions: the Technology Innovation and Field Services Division (TIFSD), the Assessment and Remediation Division (ARD), and the Resource Management Division (RMD).

OSRTI requires contractor assistance with planning, management, and oversight. Contract services are anticipated in the following areas: strategic planning and analysis; performance and reporting requirements; regulatory and legislative analysis; support and development of guidance documents; training, conference, and meeting support; technical analysis and research and technical information transfer and coordination; resources management and information management analysis and support; and communications, including community/public outreach and environmental justice activities analysis.

Under this Task Order (TO) the Contractor shall provide support to the Community Involvement and Program Initiatives Branch (CIPIB), under the Assessment and Remediation Division (ARD) which is responsible for supporting the regions on all aspects of Superfund remediation, including site assessment, placement of sites on the National Priorities List (NPL), remedial investigations/feasibility studies, study and design, remedy selection and implementation, post-construction activities, and deleting sites from the NPL once site clean-up is completed. The division is also responsible for coordination with state and tribal organizations, for involvement of the community at Superfund sites, and for encouraging the return of sites to productive uses in communities. ARD serves as the lead within OSRTI for science policy issues, including risk assessment policies and technologies, chemical-specific policies, coordination of Superfund research, community involvement, and environmental justice.

CIPIB is responsible for establishing, directing, and clarifying EPA guidance and policy relating to community engagement in cleanup and reuse of Superfund sites. Additionally, CIPIB is an Agency leader in promoting effective and meaningful community involvement across all EPA programs. CIPIB recognizes that developing and providing quality training programs is essential for fostering community engagement in decision-making processes. To this end, CIPIB supports a variety of training programs.

This Task Order focuses on assisting CIPIB and furthering EPA's community involvement efforts by developing, maintaining, and supporting CIPIB's training programs, initiatives and activities.

Any training and content derived from the work under this task order will be consistent with the Comprehensive Environmental Response, Compensation, and Liability Act (CERCLA), Clean Water Act (CWA), Oil Pollution Act (OPA) and the National Contingency Plan (NCP).

Workflow Process

The EPA Task Order Project Officer (TOPO) or the Alternate TOPO will issue a Technical Directive (TD) for new work under each task and/or sub-task with the exception of Task A which may commence immediately. Each project will be initiated by a TD, although it is possible that multiple projects may fall under one TD.

At the discretion of the EPA TOPO or Alternate TOPO, one or both of the following will occur regarding the issued TD:

- 1. A conversation by phone or e-mail will occur with the Contractor to discuss funding and LOE that will be allocated to the TD; and/or,
- 2. The Contractor shall submit a narrative description of their project approach for the work outlined in the TD (please refer to Section IV (Tasks A-F), Task A (Prepare Work Plan/Conduct Administrative Activities), Subtask A2 (Prepare Project Level Approaches for Technical Directives as Directed by the TOPO or Alternate TOPO). The Contractor will submit monthly reports to the EPA PO, TOPO, and Alternate TOPO that reflect work (hours and cost) being performed on Task A and all issued technical directives (please refer to Section IV (Tasks A-F), Task A (Prepare Work Plan/Conduct Administrative Activities), Subtask A3 (Prepare Monthly Reports) for more detail).

The Contractor shall work with the EPA TOPO or Alternate TOPO to design a comprehensive and standardized Technical Directive Form (TD), a comprehensive and standardized narrative description format for the project level approach, and a monthly report format that meets the additional specifications of this task order outlined in Subtask A3.

Preparation and Delivery of Products

Where applicable, draft-final products shall be submitted by the Contractor to the EPA TOPO and Alternate TOPO for approval in a **Microsoft Office format** that is compatible with EPA programs and software. This draft-final product shall be submitted to EPA prior to the preparation of a final cameraready copy. The final camera-ready copy shall also be produced and available in a format that is compatible with EPA programs and software. All of these products, unless specifically stated otherwise in the requisite technical directive (TD), shall be written to an eighth grade level. Additionally, all of these products shall be written following the Federal Plain Language Guidance and the GPA Style Manual.

All draft-final and final camera-ready copy deliverables will be submitted to the TOPO, ATOPO, and EPA project lead.

II. SCOPE OF WORK

The scope of this Task Order is **Training Support for Superfund's Community Involvement and Program Initiatives Branch (CIPIB)** <u>under Performance Task Areas #5 and #6</u>.

Work to be performed under this Task Order aligns with the following Task Areas of the contract Statement of Work: <u>Task Area #5</u> "Supporting communications outreach, community involvement, and <u>environmental justice activities</u>" and <u>Task Area #6</u> "Providing support for training, conferences, and meetings."

III. PERIOD OF PERFORMANCE

The **Period of Performance (PoP)** for this Task Order will be the same as the Contract Base Period: **From date of award through October 24, 2014**.

IV. TASKS A - F

Workflow Process Overview

In order for the Contractor to perform <u>any work</u> associated with this Task Order (with the exception of Task A which may commence immediately) the following items must be fulfilled:

- An overarching task order workplan must be completed by the Contractor, vetted by the EPA TOPO or the Alternate EPA TOPO, and approved by the EPA CO (Subtask A1: Prepare Task Order Workplan)
- A technical directive (TD) must first be issued by the EPA TOPO or Alternate TOPO for a specific task and/or subtask in this Task Order statement of work.
 - O At the discretion of the EPA TOPO or Alternate TOPO, one or both of the following will occur regarding the issued TD:
 - 1. A conversation by phone or e-mail will occur with the Contractor to discuss funding and LOE that will be allocated to the TD; and/or,
 - 2. The Contractor shall provide a project approach which includes a narrative/explanation of how the task will be carried out, a staffing plan with estimated hours, estimated other direct costs and/or travel, and any assumptions in developing the approach. (Specific requirements for this project approach narrative are noted below in Subtask A2). A final TD will then be issued to the Contractor by the EPA TOPO or Alternate TOPO and then work may commence on the project (Subtask A2: Prepare Project Level Approaches for Technical Directives as Directed by the TOPO or Alternate TOPO).

TASK A – Prepare Work Plan/Conduct Administrative Activities

<u>NOTE:</u> This task and all associated subtasks may commence immediately and <u>no technical directive</u> (TD) is required. However, each subtask for Task A must be detailed in the monthly reports (please refer to Subtask A3: Prepare Monthly Reports).

Subtask A1: Prepare Task Order Workplan

<u>NOTE:</u> This subtask may commence immediately and <u>no technical directive (TD) is required.</u> However, this subtask must be detailed in the monthly reports (please refer to <u>Subtask A3: Prepare Monthly Reports</u>).

The Contractor will develop a Workplan and deliver the Workplan to the EPA TOPO and Alternate TOPO within **15 business days of the Contractor's receipt of the Task Order SOW**. The Contractor shall develop a Workplan with a detailed explanation of all activities associated with the Task Order SOW and a proposed technical approach for completing each of the defined tasks. The Contractor will also:

- Identify the Contractor team and identify their roles and responsibilities;
- Identify the transmittals and deliverables and their associated due dates; and
- Include a detailed breakout of labor hours and other direct costs.
- Identify any assumptions in developing the work plan and cost estimate.
- Identify potential issues that may affect the deliverables, hours and/or costs.

The Contractor shall review the Workplan with the EPA TOPO or Alternate EPA TOPO after submission to EPA.

Deliverables and Transmittals

Item	Type	Schedule
Work plan	Deliverable	Within 15 business days after
		Task Order 1 is issued

Subtask A2: Discussion of Technical Directives and/or Preparing Project Level Approaches for Technical Directives as Directed by the TOPO or Alternate TOPO

<u>NOTE:</u> This subtask may commence immediately and <u>no technical directive (TD) is required.</u>
However, this subtask must be detailed in the monthly reports (please refer to <u>Subtask A3: Prepare Monthly Reports</u>).

Work on this task order is driven by technical directives. As a result, upon receipt of a Technical Directive (TD) and at the discretion of the EPA TOPO or Alternate TOPO, one or both of the following will occur (and may be further specified in the TD):

- 1. The Contractor and the EPA TOPO, Alternate TOPO and/or Technical Directive lead for EPA will have a discussion (via e-mail or phone) about the funding and/or LOE that will be allocated to the TD and the work that may be performed on the TD during the period of performance specified on the TD with the aforementioned funding and/or LOE; and/or
- 2. For certain technical directives (such as *Task B: U.S. EPA Community Involvement Training Conference Support* of this task order), the EPA TOPO or Alternate TOPO may require a **project level approach** from the Contractor for the work outlined in the TD. In this circumstance, the EPA TOPO or Alternate TOPO will first issue a *draft* Technical Directive or TD (initial TD will

only include a description of the work to be performed within the specified time period and will not include LOE, dollars, or ODCs) issued by the TOPO or Alternate TOPO, the Contractor shall (at the discretion of the EPA TOPO or Alternate TOPO*):

- Submit a narrative description to the TOPO and Alternate TOPO and Technical
 Directive Contact of their project approach that addresses all of the specifications
 included in the draft TD within five (5) business days of the draft TD unless
 otherwise specified in the draft TD. This description will include:
 - O Areas that will need further clarification or direction as the work progresses;
 - Identification of the Contractor team member(s) and identification of their roles and responsibilities;
 - Identification of the transmittals and deliverables and their associated due dates:
 - A detailed breakout of projected labor hours (to include administrative costs)
 by Contractor team member and other direct costs;
 - Identification of any assumptions used to project labor hours and other direct costs; and,
 - O Identification of potential issues that may affect project deliverables, hours and/or other direct costs.
 - Participate in a meeting (phone or e-mail discussion) organized by the TOPO or Alternate TOPO and Technical Directive Contact after EPA has received the narrative description from the Contractor outlined above, to discuss the details of the narrative description, address any issues in the narrative description, and reach resolution regarding the terms of the TD.
 - Make any necessary changes to the project approach within 2 business days of the EPA/Contractor discussion (outlined above), and resubmit for approval to the TOPO and Alternate TOPO.

After receipt of the review of the project approach, the TOPO and/or ATOPO will issue a final TD that will include a final description of the work to be performed in the specified time period and one or more of the following: LOE, dollar amount, or ODCs. Additionally, the narrative description that the Contractor prepared will be included with the TD as an attachment.

For all technical directives:

The Contractor shall not exceed the budget (LOE and/or funds) stated nor work past the Period of Performance stated in the Technical Directive.

If additional funding allocation, time, or work is necessary a <u>modified Technical Directive</u> shall be issued by the EPA TOPO or Alternate TOPO. The Contractor shall notify the TOPO and Technical Directive Contact at least 30 days in advance if additional funds or LOE are anticipated or the time to complete the project needs to be extended.

The Contractor shall work with the EPA TOPO or Alternate TOPO to design a comprehensive and standardized Technical Directive Form (TD) and a comprehensive and standardized narrative description format for the project level approach. Initial versions of these documents will be drafted by the EPA TOPO or Alternate TOPO so work may commence quickly after the overall workplan approval.

^{*}Submission of a narrative description of the project level approach for a technical directive is at the discretion of the EPA TOPO or Alternate TOPO. The EPA TOPO or Alternate TOPO recognize that during the period of performance for this task order, there may be some technical directives that are issued by EPA that will not necessitate a project level approach.

The Contractor should assume that approximately **ten (10) discussions** (of approximately 60 minutes each) and approximately **three (3) project level approaches** to technical directives will be prepared during this period of performance.

Deliverables and Transmittals

Item	Туре	Schedule
Draft (initial) Contractor Project	Transmittal	5 business days after receipt of
Level Approach		draft TD from EPA (when a
20.00		project level approach is
		requested by the TOPO or
		ATOPO)
Final Contractor Project Level	Deliverable	2 business days after receiving
Approach		comments from EPA per a
		meeting/discussion

Subtask A3: Prepare Monthly Reports

<u>NOTE:</u> This subtask may commence immediately and <u>no technical directive (TD) is required</u>. However, this subtask must be detailed in the monthly reports (please refer to <u>this Subtask</u> regarding monthly reporting requirements).

The Contractor will prepare monthly reports for this Task Order in accordance to EPAAR 1552.211-72 monthly progress report (JUN 1996). Monthly reports for this Task Order should be standardized across all other Task Orders issued by CIPIB.

In addition, the monthly report will provide a breakdown of (1) all subtasks under Task A of this task order (Subtask A1, A2, A3, A4, A5), and (2) each technical directive (TD) that has been issued for this task order. Issued technical directives should be grouped by the relevant task or subtask from this task order statement of work. The monthly report will include the following per Subtask A1, A2, A3, A4, and A5 and all TDs issued:

- Hours and dollars used (cumulative and for that month) by each subtask of Task A and by each issued TD:
- Hours and dollars that are expected to be spent in the following month by each subtask of Task A
 and by each issued TD;
- Any other direct costs (ODCs) incurred (cumulative and for that month) by each subtask of Task A and by each issued TD;
- Staff member(s) who performed the work under each subtask of Task A and each issued TD and a breakdown of their respective hours and labor categories that were billed to each subtask of Task A and each issued TD;
- Descriptions of all work (by Contractor staff member) that was performed for each subtask of Task A and each issued TD;
- A detailed description of any travel that occurs under each subtask of Task A and by each issued TD and a record of the travel costs; and
- Specification of any additional reporting requirements required by any TD (such as a breakdown of hours/dollars by subtasks in the TD)

The Contractor shall work with the EPA TOPO or Alternate TOPO to design a comprehensive and standardized monthly report format (standardized across all 3 task orders) that meets the specifications outlined above. An initial format of this new monthly report is due **ten (10) business days after approval of the overall task order workplan**.

However, the EPA TOPO or Alternate TOPO is authorized to direct the Contractor to make specific changes to the structure of this monthly report at any time.

The Contractor should assume **13 monthly reports** will be prepared during the initial period of performance.

Deliverables and Transmittals

Item	Type	Schedule
Initial format of monthly report	Deliverable	10 business days after approval of the task
		order workplan
Further drafts of the monthly report format	Deliverable	As needed per EPA comments. New draft
		monthly report format should be given to
		EPA within 5 business days after EPA has
		submitted comments to Contractor.
Monthly report	Transmittal	Monthly

Subtask A4: Participate in Work Planning Meetings and Progress Check-In Meetings with the TOPO and Alternate TOPO

<u>NOTE:</u> This subtask may commence immediately and <u>no technical directive (TD) is required.</u> However, this subtask must be detailed in the monthly reports (please refer to <u>Subtask A3: Prepare Monthly Reports</u>).

At the discretion of the TOPO or Alternate TOPO, meetings (in person or via conference call) will be scheduled with the Contractor to discuss the following:

- Overall work planning meetings for the task order. Content of these work planning calls may include the following:
 - Addressing specific overarching task order issues with contract support such as timeliness or other process issues associated with the task order
 - o General discussion of projected resources for the task order
 - General discussion of projected technical directives for the task order and status of current technical directives

The Contractor should assume that the overall work planning meetings for the task order will occur no more than **one** (1) **time per year** with the program manager and up to one (1) other relevant Contractor staff member per discussion with the EPA TOPO and Alternate TOPO. Additional Contractor staff members may be added to this work planning meeting at the discretion of the EPA TOPO and Alternate TOPO. This work planning meeting should last **no more than two** (2) **hours**.

- Progress check-in meetings for the task order. Content of these work planning calls may include the following:
 - Update on resource use (LOE and dollars) on the technical directives associated with the task order
 - o Discussions on how to decrease administrative costs

The Contractor should assume that the progress check-in meetings for the task order will occur no more frequently than **one** (1) **time a month** with the program manager and up to one (1) other relevant

Contractor staff member per discussion with the EPA TOPO and Alternate TOPO. Additional Contractor staff members may be added to these progress check-in meetings at the discretion of the EPA TOPO and Alternate TOPO. These progress check-in meetings will last **no more than 30 minutes each**.

Deliverables and Transmittals

No deliverables or transmittals are anticipated for this subtask, but the EPA TOPO or Alternate TOPO may create a deliverable/transmittal schedule at any time if they deem it necessary.

Subtask A5: Prepare an Annual Summary of this Task Order

<u>NOTE:</u> This subtask may commence immediately and <u>no technical directive (TD) is required.</u> However, this subtask must be detailed in the monthly reports (please refer to <u>Subtask A3: Prepare Monthly Reports</u>).

At the direction of the TOPO or Alternate TOPO, the Contractor will prepare an annual summary of this task order to include:

- All products completed and delivered under this task order
 - o The Contractor will include the date of completion/delivery for all products listed
- All hours and dollars spent on the task order
 - o The Contractor will include the overall dollars and hours spent on the task order
 - The Contractor will also include the dollars and hours spent on each technical directive issued on the task order
- Recommendations by the Contractor for the overall workflow of the task order, specific project level recommendations, or any other relevant recommendations

Deliverables and Transmittals

Item	Type	Schedule
Draft Task Order Annual	Transmittal	15 business days after request
Summary		received from EPA to commence
		work on the annual summary
Final Task Order Annual	Deliverable	3 business days after receiving
Summary		comments from EPA per a
		meeting/discussion

TASK B – U.S. EPA Community Involvement Training Conference Support *NOTE:*

- 1. Support specifics related to all activities under this task will be initiated and clarified in a Technical Directive(s).
- 2. When the TD is issued for this task, EPA anticipates that a project level approach will be required from the Contractor (please refer to this process that is outlined in Subtask A2)

This task covers the initial planning and development process for the 2015 U.S. EPA Community Involvement Training Conference (CIT Conference). The goal of the CIT Conference is to both inform and train EPA staff as well as Agency stakeholders and partners in best practices to enhance community involvement. Attendance is typically between 370 – 450 participants over a three day period (Tuesday, Wednesday, and Thursday). Additionally EPA hosts an internal programmatic meeting for community involvement staff in Superfund on Monday of the training conference week ("Superfund Monday"), however no work is anticipated for this meeting during this task order's period of performance.

The location and date of the 2015 CIT Conference is currently TBD. The Contractor shall provide technical and logistical support for the CIT Conference that is planned to include, but is not limited to:

- Perform location and cost analysis for the 2015 CIT Conference for up to four (4) cities
- Conduct site visits for up to **four (4)** potential facilities in the selected city
- Identify and potentially procure meeting space for the 2015 CIT Conference. Reservation of a room block may also occur during this PoP, but this is not certain. EPA shall not approve procurement and no one (not EPA nor the contractor) shall enter into a binding agreement with the selected facility, until the 5170 form for the training conference is approved; the TOPO or Alternate TOPO will notify the contractor when approval has been received.
- Start basic coordination of conference activities with the hotel
- Start identification of audio-visual equipment needs
- Estimate costs for light refreshments for the selected facility
 - O Currently EPA anticipates that only coffee, tea, and water will be served at the training event and EPA would like a specific estimate for coffee, tea, and water for the morning and afternoon, for Monday Thursday.
- Attend and provide expertise during planning meetings and teleconferences of conference workgroups/committees (to potentially include one or more of the following as specified in the technical directive: Overall Conference Planning Workgroup; Agenda, Plenary, Selection, Fieldtrip, Technology, Communications; and others as identified). Additionally, the Contractor shall note the following:
 - Meeting minute support is not necessary unless specifically identified by the conference co-chairs.
 - EPA estimates fifteen (15) calls (approximately 1 hour each) and one (1) in-person meeting (approximately 1.5 hours) during this period of performance. The EPA project lead will discuss and decide with the Contractor on the necessary attendees in advance of these calls and meetings. EPA estimates that up to two (2) Contractor staff members will need to attend these calls and meetings.
 - The Conference Planning Workgroup calls will be scheduled once the planning committee reconvenes and will occur no less frequently than monthly. EPA will notify the Contractor of committee calls and call-in numbers.
- Provide products/materials to support planning workgroups/committees, such as agenda samples, etc., as needed
- Potentially begin development of the "Save the Date" e-mail graphic, the Call for Proposals, Invitation, and Conference Booklet
 - Unless directed by the TOPO or Alternate TOPO, the deliverables outlines above will be printed and mailed for the 2015 CIT Conference. Everything will be disseminated by email and/or posted on the webpage.
- Maintain mailing lists (names, physical addresses, and e-mails)
- Create new conference web page language, maintaining and updating the conference web page

Deliverables and Transmittals

Item	Туре	Schedule
Location and cost analysis for	Deliverable	Initial analysis – 15 days after
cities		EPA identifies cities
Document identifying potential	Deliverable	One month after EPA provides
facilities for the 2015 CITC		the Contractor with selection of
		cities
Document including	Deliverable	Within 15 days after conclusion
recommendations of up to four		of site visit to the selected city.
(4) potential facilities in the		

selected city after site visit to		
selected city		
Coordination with selected	Communications	Ongoing as needed and as
facility		outlined in the TD
Graphic development ("Save the	Deliverables	As outlined in the TD
Date", Call for Proposals, etc)		

Note: Additional deliverables and transmittals will be outlined and specified in the technical directive(s).

TASK C- Community Involvement Training Support for <u>Community Involvement Tools and Techniques</u>

<u>NOTE:</u> Support specifics related to all activities under this task will be initiated and clarified in a Technical Directive(s).

The contractor will support the modules under the 1-day *Community Involvement: Tools and Techniques* (CI Tools & Techniques) training course, including webinar training applications of the course content. The contractor will support the implementation **between two (2) and four (4) deliveries** of the 90-minute *Community Involvement Plan Webinar*, and **expects no more than two (2) deliveries** of the 1-day CI Tools & Techniques classroom course under the current Task Order period of performance. The modules in this training course were developed by EPA and currently taught by EPA regional staff. EPA support under this task includes, but is not limited to:

- Revising training to accommodate regional or programmatic training needs
- Revising and developing training materials for webinar training application
- Revising/updating training so it reflects current practices, guidance, programs, etc.
- Developing new training sections or case studies
- Developing new training graphics
- Developing and providing training materials for course presenter and participants

Deliverables and Transmittals

The schedule for all deliverables and transmittals will be outlined in the TD(s).

TASK D – Community Involvement Training Support for <u>Community Involvement University NOTE:</u> Support specifics related to all activities under this task will be initiated and clarified in a Technical Directive(s).

The contractor will support the maintenance of *Community Involvement University* (CIU) courses on the TrainEx website and the development of general course registration materials, including the brochure and training course certificates. The contractor will serve as the point of contact for Trainex questions. EPA support for this task includes, but is not limited to:

- Maintaining and updating course descriptions for CIU courses and the CIU brochure at all levels
 of the Trainex website;
- Revising the CIU brochure, which may entail updating or creating course descriptions and updating the brochure format;
- Communicating with EPA Technical Leads on training course logistics;
- Maintaining routine correspondence with registrants, such as registration confirmation (or wait list) letters and changes in course availability or schedule;
- Ensuring cancellation notices are received by registrant through email return receipt, up to three telephone calls, or calling supervisors, when necessary;
- Producing training course certificates of completion; and

 Sending weekly registration reports and producing a class roster (one week prior to the course or as requested) for CIU training with ongoing registration to the TOPO, Alternate TOPO, and Technical Leads.

EPA expects no more than thirty (30) CIU course deliveries under this Task Order period of performance. EPA anticipates the review of up to twenty five (25) of the existing course descriptions, the revision of up to ten (10) course description revisions, and the creation up to five (5) new course descriptions.

For additional information on CIU Trainex site, go to http://www.trainex.org/ciu/. All documents supporting CIU registration will be designed to meet publication standards established by EPA's Office of External Affairs. Please note the Trainex website was developed under an EPA Contract with EMS. Trainex also includes the registration for CERCLA Education Center (CEC) courses under separate contract task order(s).

Deliverables and Transmittals

Item	Type	Schedule
Class roster of CIU training	Deliverable	1 week prior to the course or as
		requested or as outlined in the
		TD

Note: Additional deliverables and transmittals will be outlined and specified in the technical directive(s).

TASK E- Community Involvement Support for <u>Community Engagement Initiative (CEI) Training</u> Workgroup

<u>NOTE:</u> Support specifics related to all activities under this task will be initiated and clarified in a Technical Directive(s).

Under Community Engagement Initiative (CEI), Action 14, a National OSWER Workgroup was formed to strengthen fundamental community engagement skills of key personnel involved in OSWER project and site activities, building on existing training offered by OSWER and enhancing "one-site, one-team" project management approaches. Support under this task is for CIPIB's contribution to the overall CEI effort. EPA support under this task may include, but is not limited to:

- Identifying various job functions within OSWER and evaluating current training requirements for each job function; and
- Analyzing existing research conducted by the CEI to propose an approach for a community engagement education training certificate program.

The contractor can anticipate up to **ten (10) discussions** with EPA staff that are required in order to move forward on the development of a community engagement education training certificate program.

Deliverables and Transmittals

The schedule for all deliverables and transmittals will be outlined in the TD(s).

TASK F- Other Community Involvement Training Support

<u>NOTE:</u> Support specifics related to all activities under this task will be initiated and clarified in a Technical Directive(s).

During the course of this task order, it is possible that a new training support project that is not outlined in any of the tasks above may become a priority for the Community Involvement and Program Initiatives Branch. This support may include tasks such as the following:

- Developing content for **up to one (1)** new webinar (approximately 90-minutes);
- Assisting in the delivery of webinars (**no more than 4 deliveries** of 90-minute webinar);
- Developing **up to two (2)** new outreach materials such as fact sheets, brochures, training tools, etc...

Deliverables and Transmittals

Item	Type	Schedule
Fact sheet, brochure, or training	Transmittal	As outlined in TD
tool (draft)		
Fact sheet, brochure, or training	Deliverable	As outlined in TD
tool (final)		

Note: Additional deliverables and transmittals will be outlined and specified in the technical directive(s).

V. POINT OF CONTACT

Project Officer: Esther Williford

Office of Superfund Remediation and Technology Innovation (OSRTI)

U.S. Environmental Protection Agency

Mail Code: 5202P

1200 Pennsylvania Avenue, N.W.

Washington, D.C. 20460 Phone: 703-603-8743 Fax: E-Mail: willford.esther@epa.gov

Task Order Project Office (TOPO): Laura Knudsen

OSRTI Community Involvement and Program Initiatives Branch

U.S. Environmental Protection Agency

Mail Code: 5204P

1200 Pennsylvania Avenue, N.W.

Washington, D.C. 20460

Phone: 703-603-8861 Fax: 703-603-9102

E-Mail: knudsen.laura@epa.gov

Alternate Task Order Project Officer (ATOPO): Tina Conley OSRTI Community Involvement and Program Initiatives Branch

U.S. Environmental Protection Agency

Mail Code: 5204P

1200 Pennsylvania Avenue, N.W.

Washington, D.C. 20460

Phone: 703-603-0696 Fax: 703-603-9102

E-Mail: conley.tina@epa.gov

VI. TERMS AND CONDITIONS

When applicable, the contractor shall speak regularly with their subcontractor(s) to receive project status updates.

As part of ensuring proper contract implementation and compliance with FAR requirements, the contractor shall maintain a comprehensive deliverables file. The contractor shall also be prepared to submit for inspection, copies of all work in progress at any time under this Task Order.

Quality Assurance Project Plan

The Contractor shall prepare a Quality Assurance Project Plan (QAPP) for the accomplishment of this Task Order. In accordance with EPA's Quality System, the plan will also define and assign quality assurance (QA) and quality control (QC) responsibilities and describe the QA/QC processes and procedures to be implemented for all Tasks. A draft of Contractor's QAPP shall be submitted to and approved by EPA prior to commencing Tasks under this Task Order.

AMENDMENT OF SOLICITATION/MODIFIC	ATION OF C	ONTRACT		1. CONTRACT ID CODE		PAGE OF	PAGES
2. AMENDMENT/MODIFICATION NO.	3. EFFECTIVE	DATE 4	4. REC	UISITION/PURCHASE REQ. NO.	5. PR		. (If applicable)
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6. ISSUED BY CODE	SRRPOD		7. ADI	MINISTERED BY (If other than Item 6)	CODE		
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Washington DC 20460							
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NAME OF OFFEROR OR CONTRACTOR

	SUPPLIES/SERVICES	QUANTITY	Stand Stands	UNIT PRICE	AMOUNT
A)	(B)	(C)	(D)	(E)	(F)
	LIST OF CHANGES:				
	Reason for Modification : Funding Only Action				
	Obligated Amount for this Modification: \$6,000.00				
	New Total Obligated Amount for this Award:				
	\$6,000.00				
	CHANGES FOR LINE ITEM NUMBER: 1				
	Obligated Amount for this modification: \$6,000.00				
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	NEW ACCOUNTING CODE ADDED:				
	Account code:				
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	Beginning FiscalYear 14				
	Ending Fiscal Year				
	Fund (Appropriation) T				
	Budget Organization 72DC				
	Program (PRC) 303DD2				
	Budget (BOC) 2505				
	Job # (Site/Project) HQ00BM00				
	Cost Organization				
	DCN-LineID 1472DC5004-001				
	Quantity: 0				
	Amount: \$6,000.00				
	Subject To Funding: N				
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	Delivery Location Code: SRRPOD				
	SRRPOD				
	US Environmental Protection Agency				
	Ariel Rios Building				
	1200 Pennsylvania Avenue, N. W.				
	Mail Code: 3805R				
	Washington DC 20460 USA				
	Barmant				
	Payment:				
	RTP Finance Center				
	US Environmental Protection Agency				
	RTP-Finance Center (D143-02)				
	109 TW Alexander Drive				
	Durham NC 27711				
	FOB: Destination				
	Period of Performance: 11/12/2013 to 10/24/2014				

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NAME OF OFFEROR OR CONTRACTOR

ΓΕΜ NO.	SUPPLIES/SERVICES	QUANTITY		UNIT PRICE	AMOUNT
(A)	(B)	(C)	(D)	(E)	(F)
	CHANGES FOR LINE ITEM NUMBER: 1				
	Obligated Amount for this modification: \$27,000.00				
	NEW ACCOUNTING CODE ADDED:				
	Account code:				
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	Beginning FiscalYear 14				
	Ending Fiscal Year				
	Fund (Appropriation) T				
	Budget Organization 72DC				
	Program (PRC) 303DD2				
	Budget (BOC) 2505 Job # (Site/Project) HQ00BM00				
	Cost Organization				
	DCN-LineID 1472DC5008-001				
	Amount: \$27,000.00				
	Subject To Funding: N				
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	Delivery Location Code: SRRPOD				
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	US Environmental Protection Agency				
	Ariel Rios Building				
	1200 Pennsylvania Avenue, N. W.				
	Mail Code: 3805R				
	Washington DC 20460 USA				
	Payment:				
	RTP Finance Center				
	US Environmental Protection Agency RTP-Finance Center (D143-02)				
	109 TW Alexander Drive				
	Durham NC 27711				
	FOB: Destination				
	Period of Performance: 11/12/2013 to 10/24/2014				
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NAME OF OFFEROR OR CONTRACTOR

EM NO.	SUPPLIES/SERVICES	QUANTITY		UNIT PRICE	AMOUNT
A)	(B)	(C)	(D)	(E)	(F)
	Obligated Amount for this Modification: \$62,055.00				
	New Total Obligated Amount for this Award:				
	\$117,798.00				
	CHANGES FOR LINE ITEM NUMBER: 1				
	Obligated Amount for this modification: \$62,055.00				
	NEW ACCOUNTING CODE ADDED:				
	Account code:				
	14-T-72DC-303DD2-2505-HQ00BM00-1472DC5013-001				
	Beginning FiscalYear 14				
	Ending Fiscal Year				
	Fund (Appropriation) T				
	Budget Organization 72DC				
	Program (PRC) 303DD2				
	Budget (BOC) 2505				
	Job # (Site/Project) HQ00BM00				
	Cost Organization				
	DCN-LineID 1472DC5013-001				
	Quantity: 0				
	Amount: \$62,055.00				
	Percent: 52.67916				
	Subject To Funding: N				
	Payment Address:				
	RTP Finance Center				
	US Environmental Protection Agency				
	RTP-Finance Center (D143-02)				
	109 TW Alexander Drive				
	Durham NC 27711				
	Delivery Location Code: SRRPOD				
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	US Environmental Protection Agency				
	Ariel Rios Building				
	1200 Pennsylvania Avenue, N. W.				
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	Washington DC 20460 USA				
	Payment:				
	RTP Finance Center				
	US Environmental Protection Agency				
	RTP-Finance Center (D143-02)				
	109 TW Alexander Drive				
	Durham NC 27711				
	FOB: Destination				
	Period of Performance: 11/12/2013 to 10/24/2014				

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	RGIA AVE STE 500						
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SILVER S	PRING MD 209103439				P-W-13-016		
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	D. OTHER (Specify type of modification	n and authority)					
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E. IMPORTANT	T: Contractor X is not,	is required to	sign this document and	return	0 copies to the issu	uing office.	
14. DESCRIPT		N (Organized by U	CF section headings, incl	luding s	olicitation/contract subject matter where fea	asible.)	
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TOPO: La	ura Knudsen Max Exp:	ire Date:	09/02/2018				
The purp	oose of this modification	ation is	to approve th	ie Pe	eriod of Performance e	xtensio	n of Task
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NAME OF OFFEROR OR CONTRACTOR

EM NO.	SUPPLIES/SERVICES	QUANTITY	eron and	UNIT PRICE	AMOUNT
(A)	(B)	(C)	(D)	(E)	(F)
	Reason for Modification : Change Order				
	Total Amount for this Modification: \$34,798.00				
	New Total Amount for this Version: \$152,596.00				
	CHANGES FOR LINE ITEM NUMBER: 1				
	Total Amount changed from \$117,798.00 to				
	\$152,596.00				
	End Date changed from 2014-10-24 to 2015-11-30				
	CHANGES FOR DELIVERY LOCATION: SRRPOD				
	Amount changed from \$117,798.00 to \$152,596.00				
	Amount changed 110m \$117,750.00 to \$132,350.00				
	Delivery Location Code: SRRPOD				
	SRRPOD				
	US Environmental Protection Agency				
	Ariel Rios Building				
	1200 Pennsylvania Avenue, N. W.				
	Mail Code: 3805R				
	Washington DC 20460 USA				
	Payment:				
	RTP Finance Center				
	US Environmental Protection Agency				
	RTP-Finance Center (D143-02)				
	109 TW Alexander Drive				
	Durham NC 27711				
	FOB: Destination				
	Period of Performance: 11/12/2013 to 11/30/2015				
		1	ıl		

AMENDME	ENT OF SOLICITATION/MODIFIC	ATION OF CONTRACT		1. CONTRACT ID CODE	PAGI	F PAGES
2. AMENDME	NT/MODIFICATION NO.	3. EFFECTIVE DATE	4. RE	UUSITION/PURCHASE REQ. NO.	5. PROJEC	T NO. (If applicable)
005		See Block 16C	PR-	OSWER-15-00362		
6. ISSUED BY	Y CODE	SRRPOD	7. AI	DMINISTERED BY (If other than Item 6)	CODE	
Ariel R 1200 Pe Mail Co	ronmental Protection Rios Building ennsylvania Avenue, N. ode: 3805R	3 1				
	ton DC 20460 ADDRESS OF CONTRACTOR (No., stree.	county State and 7IP Code)		A. AMENDMENT OF SOLICITATION NO.		
ENVIRONI Attn: N 8601 GE0 30158953	MENTAL MANAGEMENT SUP . Jay Bassin ORGIA AVE STE 500	,	9 × 1 E	B. DATED (SEE ITEM 11) DA. MODIFICATION OF CONTRACT/ORDEF P-W-13-016 006 DB. DATED (SEE ITEM 13)	₹NO.	
CODE 10	0.67.41.500	FACILITY CODE	——— I	11/12/2013		
	06741598	11. THIS ITEM ONLY APPLIE				
Items 8 and separate le THE PLAC virtue of thi to the solici	d 15, and returning co tter or telegram which includes a reference E DESIGNATED FOR THE RECEIPT OF s amendment you desire to change an offe itation and this amendment, and is received	oles of the amendment; (b) By ac to the solicitation and amendmen DFFERS PRIOR TO THE HOUR r already submitted, such change I prior to the opening hour and da	knowledging rent numbers. F AND DATE SI may be made	tion or as amended, by one of the following neceipt of this amendment on each copy of the AILURE OF YOUR ACKNOWLEDGEMENT 1 PECIFIED MAY RESULT IN REJECTION OF by telegram or letter, provided each telegran	offer submitted; TO BE RECEIVE YOUR OFFER.	or (c) By ED AT If by
	TING AND APPROPRIATION DATA (If rec	uired)	Net In	crease:	\$34,798.	00
See Sch	a Constitute & Washington III	ODIFICATION OF CONTRACTS	ORDERS. IT I	MODIFIES THE CONTRACT/ORDER NO. AS	DESCRIBED IN	ITEM 14.
CHECK ONE				GES SET FORTH IN ITEM 14 ARE MADE IN		
	B. THE ABOVE NUMBERED CONTRA(appropriation date, etc.) SET FORTH C. THIS SUPPLEMENTAL AGREEMEN			DMINISTRATIVE CHANGES (such as chang Y OF FAR 43.103(b). RITY OF:	es in paying offi	ce,
	D OTHER (One of the set of the set of					
v	D. OTHER (Specify type of modification FAR 52.232-22 Limita					
		5C36 G	ment and return	copies to the issu	uing office	
14. DESCRIP	PTION OF AMENDMENT/MODIFICATION			solicitation/contract subject matter where fee		
TOCOR:	Laura Knudsen Max Exp	ire Date: 11/30/2	2015			
to this	Task Order. This Tas	k Order is now fu	ully fur	tal funding in the amounded at \$152,596.00. The and conditions remain	ne contra	ictor
IST OF	CHANGES:					
	for Modification : Fu	nding Only Action	n			
Obligat	ed Amount for this Mo	dification: \$34,	798.00			
New Tot	al Obligated Amount f	or this Award: \$3	152,596	.00		
Continu	ed					
		e document referenced in Item 9.	A or 10A, as h	eretofore changed, remains unchanged and in	n full force and e	ffect.
	ND TITLE OF SIGNER (Type or print)	The second secon		NAME AND TITLE OF CONTRACTING OF		
			Ch	ristie M. Deskiewicz		
15B. CONTRA	ACTOR/OFFEROR	15C. DATE SIG		UNITED STATES OF AMERICA	ELECTRONIC S.GNATURE	16C. DATE SIGNED
3	(Signature of person authorized to sign)			(Signature of Contracting Officer)	S.GRATORE	07/13/2015

 CONTINUATION SHEET
 REFERENCE NO. OF DOCUMENT BEING CONTINUED
 PAGE
 OF

 EP-W-13-016/0006/005
 2
 2

NAME OF OFFEROR OR CONTRACTOR

ITEM NO.	SUPPLIES/SERVICES	QUANTITY		UNIT PRICE	AMOUNT	
(A)	(B)	(C)	(D)	(E)	(F)	
	NEW ACCOUNTING CODE ADDED:					
	Account code:					
	15-T-72DC-303DD2-2505-HQ00BM00-1572DC5025-001					
	Beginning FiscalYear 15					
	Ending Fiscal Year					
	Fund (Appropriation) T					
	Budget Organization 72DC					
	Program (PRC) 303DD2					
	Budget (BOC) 2505					
	Job # (Site/Project) HQ00BM00					
	Cost Organization					
	DCN-LineID 1572DC5025-001					
	Amount: \$34,798.00					
	Subject To Funding: N					
	Delivery Location Code: SRRPOD SRRPOD					
	US Environmental Protection Agency					
	Ariel Rios Building					
	1200 Pennsylvania Avenue, N. W.					
	Mail Code: 3805R					
	Washington DC 20460 USA					
	Payment:					
	RTP Finance Center					
	US Environmental Protection Agency					
	RTP-Finance Center (D143-02)					
	109 TW Alexander Drive					
	Durham NC 27711					
	FOB: Destination					
	Period of Performance: 11/12/2013 to 11/30/2015					
		1				

AMENDMENT	OF SOLICITATION/MODIFIC	ATION OF C	ONTRACT		CONTRACT ID CODE	PAGE OF	PAGES	
2. AMENDMENT/N	MODIFICATION NO.	3. EFFECTIVE	DATE	4. REQ	UISITION/PURCHASE REQ. NO.	5. PRO	1 JECT NO.	(If applicable)
006		See Bloo	rk 160	PR-O	RD-15-02457			,
6. ISSUED BY	CODE	SRRPOD	5	7. ADN	INISTERED BY (If other than Item 6)	CODE	I	
Ariel Rio 1200 Penna Mail Code		Agency						
	DRESS OF CONTRACTOR (No., stree	t county State and	I ZIP Codo)	lαΛ	AMENDMENT OF SOLICITATION NO.			
ENVIRONMEN Attn: N. J 8601 GEORG 3015895318	TAL MANAGEMENT SUP ay Bassin IA AVE STE 500	·		9B. × 10A EF	DATED (SEE ITEM 11) MODIFICATION OF CONTRACT/ORDER NOTE: -W-13-016 06 DATED (SEE ITEM 13)	O.		
CODE 1067	41598	FACILITY COL	DE	1	1/12/2013			
	errode_parts (DR 20)	11. THIS ITE	 EM ONLY APPLIES TO AI		ENTS OF SOLICITATIONS			
THE PLACE DE virtue of this am to the solicitation 12. ACCOUNTING See Schedi	r telegram which includes a reference SIGNATED FOR THE RECEIPT OF endment you desire to change an offer and this amendment, and is receive AND APPROPRIATION DATA (If realle	e to the solicitation OFFERS PRIOR or already submit of prior to the open	n and amendment numbe TO THE HOUR AND DA ted, such change may be ning hour and date specif Net	ers. FAI TE SPE made b ied.	eipt of this amendment on each copy of the officience of YOUR ACKNOWLEDGEMENT TO INCIPIED MAY RESULT IN REJECTION OF YOU yetlegram or letter, provided each telegram or rease: \$1 ODIFIES THE CONTRACT/ORDER NO. AS DESIGNED.	BE RECI DUR OFF letter m	EIVED AT FER. If by akes references	ence
X FF	ORDER NO. IN ITEM 10A. AR 52.243-3 Changes- Tir	ne-and-Mate CT/ORDER IS M H IN ITEM 14, PU	erials or Labor-I ODIFIED TO REFLECT T JRSUANT TO THE AUTH	Hours THE AD IORITY	ES SET FORTH IN ITEM 14 ARE MADE IN THE FORTH IN TEM 14 ARE MADE IN THE FORTH IN TH	Fund	ls	
D.	OTHER (Specify type of modification	and authority)						
E. IMPORTANT:	Contractor ☐ is not,	x is required t	o sign this document and	return	copies to the issuing	office.		
14. DESCRIPTION DUNS Numbe	OF AMENDMENT/MODIFICATION	(Organized by U	CF section headings, incl		olicitation/contract subject matter where feasib			
The purpos November 3 ceiling of and revise	se of this modifica 3, 2015 and price F 5 \$285,654.00. Thes	tion is roposal e revise otal pri	to approve th dated Novembe d proposals e ce ceiling fo	er 19 encor or th	ontractors Technical Pro 3, 2015 for a net increanges an extended period his Task Order is now \$4 er 30, 2017.	ase i	in the	e price ormance
			=		ne amount of \$107,028.00 s Task Order is now \$25			
Continued	• • •							
	d herein, all terms and conditions of the TITLE OF SIGNER (Type or print)	ne document refe	erenced in Item 9A or 10A		etofore changed, remains unchanged and in fu IAME AND TITLE OF CONTRACTING OFFIC			
				Chr	istie M. Deskiewicz			
15B. CONTRACTO			15C. DATE SIGNED	1 1	. In the granding "s	ECTRO	s:c	2. DATE SIGNED 1/24/2015
(Sigr	nature of person authorized to sign)			1	(Signature of Contracting Officer)			

 CONTINUATION SHEET
 REFERENCE NO. OF DOCUMENT BEING CONTINUED
 PAGE
 OF

 EP-W-13-016/0006/006
 2
 3

NAME OF OFFEROR OR CONTRACTOR

ITEM NO. (A)	SUPPLIES/SERVICES (B)	QUANTITY (C)	UNIT (D)	UNIT PRICE (E)	AMOUNT (F)
(A)		(0)	(D)	(E)	(F)
	LIST OF CHANGES:				
	Reason for Modification : Change Order				
	Total Amount for this Modification: \$285,654.00				
	New Total Amount for this Award: \$438,250.00				
	Obligated Amount for this Modification:				
	\$107,028.00				
	Incremental Funded Amount changed from				
	\$152,596.00 to \$259,624.00				
	NEW ACCOUNTING CODE ADDED:				
	Account code:				
	15-16-C-26U2000-301FK8XPV-2532-26A6A-1526U2E274-00				
	1				
	Beginning FiscalYear 15				
	Ending Fiscal Year 16				
	Fund (Appropriation) C				
	Budget Organization 26U2000				
	Program (PRC) 301FK8XPV				
	Budget (BOC) 2532				
	Job # (Site/Project)				
	Cost Organization 26A6A				
	DCN-LineID 1526U2E274-001				
	Amount: \$100,058.00				
	Subject To Funding: N				
	Jabject 10 Tanaing. N				
	NEW ACCOUNTING CODE ADDED:				
	Account code:				
	15-16-C-26U2000-301FK8XPW-2532-26A6A-1526U2E274-00				
	13-16-C-2602000-301FR6XFW-2332-26A6A-132602E2/4-00				
	1 —				
	Beginning FiscalYear 15				
	Ending Fiscal Year 16				
	Fund (Appropriation) C				
	Budget Organization 26U2000				
	Program (PRC) 301FK8XPW				
	Budget (BOC) 2532				
	Job # (Site/Project)				
	Cost Organization 26A6A				
	DCN-LineID 1526U2E274-002				
	Amount: \$6,970.00				
	Subject To Funding: N				
	Delivery Location Code: SRRPOD				
	SRRPOD				
	US Environmental Protection Agency				
	Ariel Rios Building				
	1200 Pennsylvania Avenue, N. W.				
	Mail Code: 3805R				
	Washington DC 20460 USA				
	Continued				
	Concentrated				
		I			

CONTINUATION SUFET	REFERENCE NO. OF DOCUMENT BEING CONTINUED	PAGE	OF .
CONTINUATION SHEET	EP-W-13-016/0006/006	3	3

NAME OF OFFEROR OR CONTRACTOR

ITEM NO.	SUPPLIES/SERVICES (B)	QUANTITY UNIT	UNIT PRICE (E)	AMOUNT (F)
	FOB: Destination Period of Performance: 11/12/2013 to 11/30/2017			

AMENDME	ENT OF SOLICITATION/MODIFIC	CATION OF C	ONTRACT		CONTRACT ID CODE	PAGE	OF PAGES
2. AMENDME	NT/MODIFICATION NO.	3. EFFECTIVE	DATE 4	1. REQ	JISITION/PURCHASE REQ. NO.	5. PROJECT	ΓΝΟ. (If applicable)
007		See Blo	ck 16C	PR-S	RRPOD-16-00074		
6. ISSUED BY	CODE	SRRPOD		7. ADN	INISTERED BY (If other than Item 6)	CODE	
Ariel R 1200 Pe Mail Co	ronmental Protection ios Building nnsylvania Avenue, N de: 3805R ton DC 20460	5 2					
	ADDRESS OF CONTRACTOR (No., street	at county State and	I ZIP Code)	ΙαΔ	AMENDMENT OF SOLICITATION NO.		
ENVIRONN Attn: N. 8601 GEO 30158953	MENTAL MANAGEMENT SUE Jay Bassin DRGIA AVE STE 500		(x	9B. 4 10A EP	DATED (SEE ITEM 11) MODIFICATION OF CONTRACT/ORDER N -W-13-016	40.	
CODE 10	6741598	FACILITY COL	DE	1:	/12/2013		
		11. THIS IT	 EM ONLY APPLIES TO AM	IENDM	ENTS OF SOLICITATIONS		
Offers must Items 8 and separate let THE PLACI virtue of this reference to	I 15, and returning country of the c	prior to the hour a opies of the amen e to the solicitatio OFFERS PRIOR fer already submit this received prior	and date specified in the so idment; (b) By acknowledg on and amendment number TO THE HOUR AND DATI ted, such change may be	olicitation ing recors. FA E SPE made b	n or as amended , by one of the following me eipt of this amendment on each copy of the o LURE OF YOUR ACKNOWLEDGEMENT TO CIFIED MAY RESULT IN REJECTION OF YO y telegram or letter, provided each telegram	ethods: (a) By offer submitted; D BE RECEIVE DUR OFFER	or (c) By D AT f by
12. ACCOUNT See Sch	TING AND APPROPRIATION DATA (If red	quired)	Net	Inc	cease: \$	10,000.	00
<u>366 3011</u>	The months of the Waster or thought.	MODIFICATION O	F CONTRACTS/ORDERS.	IT MO	DIFIES THE CONTRACT/ORDER NO. AS DE	SCRIBED IN I	TEM 14.
CHECK ONE	A. THIS CHANGE ORDER IS ISSUED ORDER NO. IN ITEM 10A.	PURSUANT TO:	(Specify authority) THE C	HANG	ES SET FORTH IN ITEM 14 ARE MADE IN T	THE CONTRAC	т
	B. THE ABOVE NUMBERED CONTRA appropriation date, etc.) SET FORT				IINISTRATIVE CHANGES (such as changes DF FAR 43.103(b). Y OF:	in paying offic	9,
	D. OTHER (Specify type of modification	n and authority)					
Х	FAR 52.232-22 Limit	ation of	Funds				
E. IMPORTAN	T: Contractor X is not.	is required t	to sign this document and r	return	copies to the issuin	ig office.	
14. DESCRIP	TION OF AMENDMENT/MODIFICATION Ther: 106741598	(Organized by U	ICF section headings, inclu		licitation/contract subject matter where feasi	ble.)	
	Laura Knudsen Max Exp			_		- 63.7	m 1
Order (Task Order 0006) in t	the amoun	t of \$10,000. \$269,624.00.	00. The	om Task Order 0019 int The new total amount o contractor shall not w	f fundi	ng
	CHANGES:						
	for Modification : Fu	=	=				
	ed Amount for this Mo				4000 000		
	ntal Funded Amount ch	nanged: f	rom \$259,624.	00 t	0 \$269,624.00		
Continue				1700			
		he document refe	erenced in Item 9 A or 10A,		etofore changed, remains unchanged and in		
IVA. NAIVIE A	ND TITLE OF SIGNER (Type or print)			2000	AME AND TITLE OF CONTRACTING OFFI	UER (1ype or	onik)
15B. CONTRA	ACTOR/OFFEROR		15C. DATE SIGNED	16B. U	NITED STATES OF AMERICA		16C. DATE SIGNED
£	(Signature of person authorized to sign)			-	(Signature of Contracting Officer)		

NSN 7540-01-152-8070 Previous edition unusable STANDARD FORM 30 (REV. 10-83) Prescribed by GSA FAR (48 CFR) 53.243
 CONTINUATION SHEET
 REFERENCE NO. OF DOCUMENT BEING CONTINUED EP-W-13-016/0006/007
 PAGE 2
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 2

NAME OF OFFEROR OR CONTRACTOR

TEM NO.	SUPPLIES/SERVICES	QUANTITY		UNIT PRICE	AMOUNT
(A)	(B)	(C)	(D)	(E)	(F)
	NEW ACCOUNTING CODE ADDED				
	NEW ACCOUNTING CODE ADDED: Account code:				
	15-T-72DC-303DD2-2505-HQ00BM00-1572DC5025-001				
	Beginning FiscalYear 15				
	Ending Fiscal Year				
	Fund (Appropriation) T				
	Budget Organization 72DC				
	Program (PRC) 303DD2				
	Budget (BOC) 2505				
	Job # (Site/Project) HQ00BM00				
	Cost Organization				
	DCN-LineID 1572DC5025-001				
	Amount: \$10,000.00				
	Subject To Funding: N				
	Subject to funding. N				
	Delivery Location Code: SRRPOD SRRPOD				
	US Environmental Protection Agency				
	Ariel Rios Building				
	1200 Pennsylvania Avenue, N. W.				
	Mail Code: 3805R				
	Washington DC 20460 USA				
	washington be 20400 03A				
	FOB: Destination				
	Period of Performance: 11/12/2013 to 11/30/2017				

AMENDMENT OF SOLICITATION/MODIFIC	ATION OF CO	NTRACT	1. CONTRACT ID CODE	PAGE OF PAGES
2. AMENDMENT/MODIFICATION NO.	3. EFFECTIVE D	DATE 4	. REQUISITION/PURCHASE REQ. NO.	5. PROJECT NO. (If applicable)
008	See Bloc	k 16C		
6. ISSUED BY CODE	SRRPOD		7. ADMINISTERED BY (If other than Item 6)	CODE
SRRPOD US Environmental Protection Ariel Rios Building 1200 Pennsylvania Avenue, N. Mail Code: 3805R Washington DC 20460	3. 2			
8. NAME AND ADDRESS OF CONTRACTOR (No., street	t. county. State and Z	IP Code)	9A. AMENDMENT OF SOLICITATION NO.	
ENVIRONMENTAL MANAGEMENT SUP Attn: N. Jay Bassin 8601 GEORGIA AVE STE 500 3015895318 SILVER SPRING MD 209103439	•	(<u>)</u>	9B. DATED (SEE ITEM 11)	NO.
CODE 106741598	FACILITY CODE		11/12/2013	
	11. THIS ITE	VI ONLY APPLIES TO AM	ENDMENTS OF SOLICITATIONS	
CHECK ONE A. THIS CHANGE ORDER IS ISSUED FOR ORDER NO. IN ITEM 10A.	er already submitte is received prior to uired) ODIFICATION OF PURSUANT TO: (3	od, such change may be to the opening hour and do the opening hour and do CONTRACTS/ORDERS. Specify authority) THE C	made by telegram or letter, provided each telegram	or letter makes ESCRIBED IN ITEM 14. THE CONTRACT
C. THIS SUPPLEMENTAL AGREEMEN D. OTHER (Specify type of modification		ITO PURSUANT TO AUT	HORITY OF:	
X FAR 52.232-22 Limita	tion of E	Tunds		
E. IMPORTANT: Contractor 🗵 is not.	20.00		eturn copies to the issuir	ng office.
14. DESCRIPTION OF AMENDMENT/MODIFICATION DUNS Number: 106741598 TOCOR: Laura Knudsen Max Exp This is an administrative co indicated that the total pri from compass data warehouse, This is incorrect. The total amount of funds obligated to attached to this modificatio LIST OF CHANGES: Reason for Modification: Ot Continued Except as provided herein, all terms and conditions of the 15A. NAME AND TITLE OF SIGNER (Type or print)	ire Date: rrection ce ceilin which re price ce task ord n. All ot	11/30/2017 modification g for Task Or corded the to iling for taker 6 remains her terms and	only. Modification 7's furder 6 was \$285,654.00. The otal price ceiling as beings order 7 is \$438,250.00. at \$269,624.00. A funds red conditions remain the sation	ands re-cap sheet ais data came ag that amount. The total ae-cap sheet is ame. full force and effect.
15B. CONTRACTOR/OFFEROR	1	ISC. DATE SIGNED		16C. DATE SIGNED
(Signature of person authorized to sign)			(Signature of Contracting Officer)	3.GNATURE 02/04/2016

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NAME OF OFFEROR OR CONTRACTOR

(A) (B) (C) (C) (C) (C) (F) (F) Total Amount for this Endification: \$0.00 Total Amount for this Award: \$439,290.00 Fayment: Period of Performance: 11/12/2013 to 11/30/2017	ITEM NO.	SUPPLIES/SERVICES	QUANTITY	UNIT	UNIT PRICE	AMOUNT
Total Amount for this Modification: \$0.00 Total Amount for this Award: \$438,250.00 Payment:						
Total Amount for this Award: \$438,250.00 Payment:	-					100
Payment:						
Period of Performance: 11/12/2013 to 11/30/2017						
		Period of Performance: 11/12/2013 to 11/30/2017				
NON-7540 OA 450 0007	·					

AMENDMENT OF SOLICITATION/MODIFIC	ATION OF CO	ONTRACT		1. CONTRACT ID CODE	PAGE OF PAGES		
		**************************************				1 2	
2. AMENDMENT/MODIFICATION NO.	3. EFFECTIVE	C VENEZUORIO S.		REQUISITION/PURCHASE REQ. NO. -ORD-16-01394	5. PRC	OJECT NO. (If applicable)	
009 6. ISSUED BY CODE	See Bloo	ck 16C		ADMINISTERED BY (If other than Item 6)	CODE	T	
	SRRPOD		<i>'</i>	ADMINISTERED BY (II Other than item o)	CODE		
SRRPOD US Environmental Protection	Agency						
Ariel Rios Building							
1200 Pennsylvania Avenue, N	. W.						
Mail Code: 3805R							
Washington DC 20460 8. NAME AND ADDRESS OF CONTRACTOR (No., stree	t county State and	7IP Code)		9A. AMENDMENT OF SOLICITATION NO.			
C. IN MILE AND ADDITION OF CONTINUE ON THE CONTINUE AND C	i, county, clate and	211 0000)	(x)	SA. AMENDMENT OF GOLIOTIATION NO.			
ENVIRONMENTAL MANAGEMENT SUP	PORT INC						
Attn: N. Jay Bassin				9B. DATED (SEE ITEM 11)			
8601 GEORGIA AVE STE 500							
3015895318 SILVER SPRING MD 209103439			x	10A. MODIFICATION OF CONTRACT/ORDER N $EP-W-13-016$	O.		
SILVER SPRING MD 209103439				0006			
				10B. DATED (SEE ITEM 13)			
CODE 1067/1598	FACILITY COL)E		11/12/2013			
CODE 106741598							
☐ The above numbered solicitation is amended as set f	10/10 00 00 00 00 00 00 00 00 00 00 00 00 0			IDMENTS OF SOLICITATIONS		is not extended.	
Items 8 and 15, and returning co separate letter or telegram which includes a reference THE PLACE DESIGNATED FOR THE RECEIPT OF virtue of this amendment you desire to change an offer reference to the solicitation and this amendment, and	e to the solicitatio OFFERS PRIOR er already submit	n and amendment numb TO THE HOUR AND DA ted , such change may be	ers. ATE S e ma	SPECIFIED MAY RESULT IN REJECTION OF YOu do by telegram or letter, provided each telegram or	BE REC	CEIVED AT ER If by	
12. ACCOUNTING AND APPROPRIATION DATA (If req	uired)	Net	I	ncrease: \$6	50,00	0.00	
See Schedule							
13. THIS ITEM ONLY APPLIES TO N	IODIFICATION O	F CONTRACTS/ORDERS	S. IT	MODIFIES THE CONTRACT/ORDER NO. AS DE	SCRIBE	D IN ITEM 14.	
CHECK ONE A. THIS CHANGE ORDER IS ISSUED ORDER NO. IN ITEM 10A.	PURSUANT TO:	(Specify authority) THE	CHA	ANGES SET FORTH IN ITEM 14 ARE MADE IN T	HE CON	TRACT	
B. THE ABOVE NUMBERED CONTRA appropriation date, etc.) SET FORT	CT/ORDER IS M H IN ITEM 14, PU	ODIFIED TO REFLECT I JRSUANT TO THE AUTH	THE HOR	ADMINISTRATIVE CHANGES (such as changes i ITY OF FAR 43.103(b).	in paying	g office,	
C. THIS SUPPLEMENTAL AGREEMEN	IT IS ENTERED I	NTO PURSUANT TO AL	JTH(DRITY OF:			
D. OTHER (Specify type of modification	and authority)						
X FAR 52.232-22 Limita	ation of	Funds					
E. IMPORTANT: Contractor X is not.	is required t	o sign this document and	d retu	urn copies to the issuing	office.		
14. DESCRIPTION OF AMENDMENT/MODIFICATION DUNS Number: 106741598					25		
TOCOR: Laura Knudsen Max Exp	ire Date	• 11/30/2017					
The purpose of this modifica			ind	remental funding in the	amou.	nt of	
\$60,000 via requisition numb							
new funding ceiling for this							
beyond this point. All terms					SIIAI.	I HOC WOLK	
beyond this point. All telms	and con	dicions lema.	T 11	the same.			
LIST OF CHANGES:							
Reason for Modification : Fu	nding On	ly Action					
			0.0				
Obligated Amount for this Mc	ullicati	on. 900,000.v	00				
Continued							
Except as provided herein, all terms and conditions of the	ne document refe	renced in Item 9 A or 10/	_				
15A. NAME AND TITLE OF SIGNER (Type or print)			16	6A. NAME AND TITLE OF CONTRACTING OFFIC	CER (Typ	pe or print)	
			E	ulvid Rocque			
15B. CONTRACTOR/OFFEROR		15C. DATE SIGNED	16	6B. UNITED STATES OF AMERICA		16C. DATE SIGNED	
				. <u>1</u>	LICTRO	PNIC	
(Signature of person authorized to sign)			-	(Signature of Contracting Officer)		06/16/2016	k.

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 REFERENCE NO. OF DOCUMENT BEING CONTINUED
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 OF

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 2

NAME OF OFFEROR OR CONTRACTOR

I NO.	SUPPLIES/SERVICES	QUANTITY		UNIT PRICE	AMOUNT
7)	(B)	(C)	(D)	(E)	(F)
	MEN ACCOUNTING CODE ADDED.				
	NEW ACCOUNTING CODE ADDED: Account code:				
	15-16-C-26US000-301FK8XPW-2571-26A6A-1626USE153-00				
	13 10 C 2003000 301FR0XFW 2371 20A0A 102003E133 00				
	Beginning FiscalYear 15				
	Ending Fiscal Year 16				
	Fund (Appropriation) C				
	Budget Organization 26US000				
	Program (PRC) 301FK8XPW				
	Budget (BOC) 2571				
	Job # (Site/Project)				
	Cost Organization 26A6A				
	DCN-LineID 1626USE153-001				
	Quantity: 0				
	Amount: \$60,000.00				
	Percent: 13.69082				
	Subject To Funding: N				
	Payment Address:				
	RTP Finance Center				
	US Environmental Protection Agency RTP-Finance Center (AA216-01)				
	109 TW Alexander Drive				
	www2.epa.gov/financial/contracts				
	Durham NC 27711				
	Delivery Leastine Code, CDDDD				
	Delivery Location Code: SRRPOD SRRPOD				
	US Environmental Protection Agency				
	Ariel Rios Building				
	1200 Pennsylvania Avenue, N. W.				
	Mail Code: 3805R				
	Washington DC 20460 USA				
	FOB: Destination				
	Period of Performance: 11/12/2013 to 11/30/2017				

AMENDME	NT OF SOLICITATION/MODIFIC	ATION OF CO	NTRACT	1. CONTRACT ID CODE	PAGE	OF PAGES
2. AMENDMEI	NT/MODIFICATION NO.	3. EFFECTIVE	DATE	L 4. REQUISITION/PURCHASE REQ. NO.	5. PROJECT	NO. (If applicable)
P00010		See Bloc	k 16C			
6. ISSUED BY	CODE	SRRPOD		7. ADMINISTERED BY (If other than Item 6)	CODE	
Ariel R 1200 Pe Mail Co	ronmental Protection ios Building nnsylvania Avenue, N. de: 3805R ton DC 20460	-				
	ADDRESS OF CONTRACTOR (No., street	t county State and	TIP Code)	9A. AMENDMENT OF SOLICITATION NO.		
ENVIRONM Attn: N. 8601 GEC 30158953	MENTAL MANAGEMENT SUP Jay Bassin ORGIA AVE STE 500		-	9B. DATED (SEE ITEM 11) 10A. MODIFICATION OF CONTRACT/ORDE EP-W-13-016 0006 10B. DATED (SEE ITEM 13)	R NO.	
CODE 10	6741598	FACILITY COD	=	11/12/2013		
		11, THIS ITE	M ONLY APPLIES TO AM	IENDMENTS OF SOLICITATIONS		
reference to	the solicitation and this amendment, and TING AND APPROPRIATION DATA (If reqedule	is received prior t uired)	o the opening hour and d	made by telegram or letter, provided each telegrate specified. IT MODIFIES THE CONTRACT/ORDER NO. AS	50 10 11 II GOOD	FEM 14.
CHECK ONE				CHANGES SET FORTH IN ITEM 14 ARE MADE		
	B. THE ABOVE NUMBERED CONTRAG appropriation date, etc.) SET FORTH C. THIS SUPPLEMENTAL AGREEMEN			HE ADMINISTRATIVE CHANGES (such as chang DRITY OF FAR 43.103(b). THORITY OF:	ges in paying office) ,
-	D. OTHER (Specify type of modification	and authority)				
X	EPA-G-42-101 Contrac	t Adminis	stration Repr	resentatives		
E. IMPORTAN	T: Contractor X is not.	is required to	sign this document and	return copies to the iss	suing office.	
DUNS Nur TOCOR: 7	mber: 106741598 Fina Conley Max Expir	e Date: 1	1/30/2017	iding solicitation/contract subject matter where fe		م د
i=. :=	ance to 9/2/2018. Thi			ternate COR. Also to ext . See details below.	ena perio	u VI
	CHANGES: For Modification : Ot	her Admir	istrative Ac	tion		
	Of Performance End Da	-		V-17 to 02-SEP-18		
	mount for this Modifi					
	al Amount for this Ve					
	al Amount for this Aw	ard: \$438	,250.00			
Continue						
	vided herein, all terms and conditions of the ND TITLE OF SIGNER (Type or print)	ne document refer	enced in Item 9 A or 10A	as heretofore changed, remains unchanged and 16A. NAME AND TITLE OF CONTRACTING O		
.v NOVIL AI	OF GIONEIX (Type of print)			Mark Heare	THOER (Type of E	ann)
15B. CONTRA	ACTOR/OFFEROR		15C. DATE SIGNED	16B. UNITED STATES OF AMERICA	ELECTRONIC SIGNATURE	16C. DATE SIGNED
9	(Signature of person authorized to sign)			Markk Life Signature of Contracting Officer)		10/26/2017

 CONTINUATION SHEET
 REFERENCE NO. OF DOCUMENT BEING CONTINUED EP-W-13-016/0006/P00010
 PAGE 2
 2
 2
 2

NAME OF OFFEROR OR CONTRACTOR

TEM NO.	SUPPLIES/SERVICES	QUANTITY		UNIT PRICE	AMOUNT
(A)	(B)	(C)	(D)	(E)	(F)
	Contracting Officer Representative changed				
	from Esther Williford				
	to Tina Conley				
	TOCOR (Task Order Contracting Officer's				
	Representative) changed to : Tina Conley				
	Alternate COR/Project Officer changed to :				
	Leslie Leahy				
	Payment:				
	Period of Performance: 11/12/2013 to 09/02/2018				

AMENDME	ENT OF SOLICITATION/MODIFICA	ATION OF CO	NTRACT		CONTRACT ID CODE	P.	AGE OF	
2. AMENDME	NT/MODIFICATION NO.	3. EFFECTIVE	DATE	4. RE	L QUISITION/PURCHASE REQ. NO.	5. PRO	JECT NO.	3 . (If applicable)
P00011		See Bloc	k 16C	PR-0	DLEM-18-00333			
6. ISSUED BY	CODE	SRRPOD		7. AD	MINISTERED BY (If other than Item 6)	CODE		
Ariel R 1200 Pe Mail Co	ronmental Protection ios Building nnsylvania Avenue, N. de: 3805R	-						
	ton DC 20460	2 66 5 5		I.,				
ENVIRONN Attn: N. 8601 GE0 30158953	ADDRESS OF CONTRACTOR (No., street MENTAL MANAGEMENT SUP) Jay Bassin DRGIA AVE STE 500 318 SPRING MD 209103439		-	9E × 10 E	A. MODIFICATION OF CONTRACT/ORDER NOTE 13 - 0 1 6 B. DATED (SEE ITEM 11) A. MODIFICATION OF CONTRACT/ORDER NOTE 13 - 0 1 6 DO 6 B. DATED (SEE ITEM 13)	0.		
CODE 10	06741598	FACILITY COD	E	1	.1/12/2013			
	s erg er Stadtsborr ein inn	11. THIS ITE	M ONLY APPLIES TO AM		MENTS OF SOLICITATIONS			
separate let THE PLACI virtue of this reference to	tter or telegram which includes a reference E DESIGNATED FOR THE RECEIPT OF 0s amendment you desire to change an offe the solicitation and this amendment, and TING AND APPROPRIATION DATA (If requedule	to the solicitation DFFERS PRIOR of r already submitte is received prior to uired)	n and amendment number TO THE HOUR AND DAT ed , such change may be o the opening hour and d Net	rs. Fa E SPI made late sp		BE RECI UR OFFE r letter m	EIVED AT ER If by akes	
CHECK ONE	B. THE ABOVE NUMBERED CONTRAC appropriation date, etc.) SET FORTH C. THIS SUPPLEMENTAL AGREEMEN	CT/ORDER IS MO I IN ITEM 14, PU T IS ENTERED IN	DDIFIED TO REFLECT TO RSUANT TO THE AUTHO	HE AD	GES SET FORTH IN ITEM 14 ARE MADE IN TI MINISTRATIVE CHANGES (such as changes i OF FAR 43.103(b).			
x	D. OTHER (Specify type of modification FAR 52.232-22 LIMITA	*	FIINDS (APR 19	984Y				
E. IMPORTAN		27-14	sign this document and			office		
DUNS Num TOCOR: ' The purp increment funded of \$438,250 approvat full for LIST OF Reason : Continue Except as pro	mber: 106741598 Fina Conley Max Expire pose of this action i ntally funds Task Ord ceiling from \$329,624 0.00, which the contr l of the Contracting rce and effect. CHANGES: for Modification: Funded	e Date: (s to incr er 3 in t .00 to \$3 actor is Officer.	09/02/2018 rementally further amount of 343,624.00. The not authorized all other terms of Action	nd \$1 the ed ed rms	the Task Order. This act 4,000.00. This hereby is Task Order ceiling remator exceed without prior and conditions remain to exceed without prior and conditions remains unchanged and in finance and the contractions of the contractio	tion ncrea ins a writ uncha	at ten anged	and in
15B. CONTRA	ACTOR/OFFEROR		15C. DATE SIGNED			ECTRO:	N:C	C. DATE SIGNED
3	(Signature of person authorized to sign)				(Signature of Contracting Officer)	BONATU	²⁸¹⁷ 0	4/20/2018

 CONTINUATION SHEET
 REFERENCE NO. OF DOCUMENT BEING CONTINUED
 PAGE
 OF

 EP-W-13-016/0006/P00011
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NAME OF OFFEROR OR CONTRACTOR

ITEM NO.	SUPPLIES/SERVICES	QUANTITY		UNIT PRICE	AMOUNT
(A)	(B)	(C)	(D)	(E)	(F)
	Total Amount for this Modification: \$0.00				
	New Total Amount for this Version: \$438,250.00				
	New Total Amount for this Award: \$438,250.00				
	Obligated Amount for this Modification: \$14,000.00				
	New Total Obligated Amount for this Award:				
	\$320,881.00				
	Incremental Funded Amount changed: from				
	\$306,881.00 to \$320,881.00				
	Buyer changed				
	from Dianne Galloway				
	to Dionne Wright				
	Contracting Officer changed				
	Contracting Officer changed from Mark Heare				
	irom Mark Heare				
	to Lynette Gallion				
	CHANGES FOR LINE ITEM NUMBER: 1				
	Obligated Amount for this Modification: \$14,000.00				
	Incremental Funded Amount changed from				
	\$306,881.00 to \$320,881.00				
	FOB changed from Destination to				
	NEW ACCOUNTING CODE ADDED:				
	Account code:				
	18-T-72DC-000DD2-2505-1872DC5014-001				
	Beginning FiscalYear 18				
	Ending Fiscal Year				
	Fund (Appropriation) T				
	Budget Organization 72DC				
	Program (PRC) 000DD2				
	Budget (BOC) 2505				
	Job # (Site/Project) HQ00BM00				
	Cost Organization				
	DCN-LineID 1872DC5014-001				
	Quantity: 0				
	Amount: \$14,000.00				
	Percent: 3.19452				
	Subject To Funding: N				
	Payment Address:				
	rayment Address.				
	Delivery Location Code: SRRPOD				
	SRRPOD				
	US Environmental Protection Agency				
	Ariel Rios Building				
	1200 Pennsylvania Avenue, N. W.				
	Mail Code: 3805R				
	Continued				

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 OF

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NAME OF OFFEROR OR CONTRACTOR

ITEM NO. (A)	SUPPLIES/SERVICES (B)	QUANTITY (C)	UNIT (D)	UNIT PRICE (E)	AMOUNT (F)
	Washington DC 20460 USA				
	Period of Performance: 11/12/2013 to 09/02/2018				

AMENDME	NT OF SOLICITATION/MODIFIC	ATION OF C	ONTRACT		CONTRACT ID CODE	PAGE OF PAGES			
2. AMENDMEI	NT/MODIFICATION NO.	3. EFFECTIVE	DATE	4. R		5. PR	OJECT NO	. (If applicable)	
P00012		See Bloo	ck 16C						
6. ISSUED BY	CODE		5.1. 100	7. A	DMINISTERED BY (If other than Item 6)	CODE	.		
Ariel R 1200 Pe Mail Co	ronmental Protection ios Building nnsylvania Avenue, N de: 3805R ton DC 20460	-							
	ADDRESS OF CONTRACTOR (No., stree	t county State and	7IP Code)	[DA. AMENDMENT OF SOLICITATION NO.				
ENVIRONM Attn: N. 8601 GEC 30158953	ENTAL MANAGEMENT SUP Jay Bassin PRGIA AVE STE 500	17%	, and the second	×]	DB. DATED (SEE ITEM 11) 10A. MODIFICATION OF CONTRACT/ORDER NO. 12P - W - 13 - 016 10 0 0 6 10B. DATED (SEE ITEM 13)) .			
CODE 10	6741598	FACILITY COL	DE		11/12/2013				
		11. THIS IT	 EM ONLY APPLIES TO A	MENI	DMENTS OF SOLICITATIONS				
THE PLACE virtue of this reference to	E DESIGNATED FOR THE RECEIPT OF amendment you desire to change an off the solicitation and this amendment, and ING AND APPROPRIATION DATA (If recedule	OFFERS PRIOR er already submit is received prior uuired) MODIFICATION O	TO THE HOUR AND DA ted , such change may be to the opening hour and f CONTRACTS/ORDERS	TE S e mad date :	FAILURE OF YOUR ACKNOWLEDGEMENT TO PECIFIED MAY RESULT IN REJECTION OF YOU lee by telegram or letter, provided each telegram of specified. MODIFIES THE CONTRACT/ORDER NO. AS DESIGNED SET FORTH IN ITEM 14 ARE MADE IN THE	JR OFF	FER If by makes		
	B. THE ABOVE NUMBERED CONTRA appropriation date, etc.) SET FORT C. THIS SUPPLEMENTAL AGREEMEN				DMINISTRATIVE CHANGES (such as changes i Y OF FAR 43.103(b). RITY OF:	n payin	g office,		
	D. OTHER (Specify type of modification	***							
X	FAR 52.232-22 LIMIT	ATION OF	FUNDS (APR 1	984)				
DUNS Nur TOCOR: 7	<mark>TION OF AMENDMENT/MODIFICATION</mark> nber: 106741598 Tina Conley Max Expir	(Organized by U	09/02/2018	luding	g solicitation/contract subject matter where feasib	le.)			
P00011 inhereby informat \$438,250 approval	incrementally funds T increases the funded tion for modification 0.00, which the contr	Cask Orde ceiling P00011 cactor is	r 6 in the ar from \$329,624 is provided k not authoriz	nou 4.0 cel zed	ge for modification P000 nt of \$14,000.00 not Tas 0 to \$343,624.00. The acow. The Task Order ceiling to exceed without prior s and conditions remain	k Or coun ng r wri	der 3 nting emain tten	. This	
		he document refe	renced in Item 9 A or 10A	16	heretofore changed, remains unchanged and in fi A. NAME AND TITLE OF CONTRACTING OFFIC TNETTE GALLION				
15B. CONTRA	CTOR/OFFEROR		15C. DATE SIGNED	161	B. UNITED STATES OF AMERICA	ECTR	ONIC	C. DATE SIGNED 4/30/2018	
2	(Signature of person authorized to sign)				(Signature of Contracting Officer)		_ "	_,,	

 CONTINUATION SHEET
 REFERENCE NO. OF DOCUMENT BEING CONTINUED
 PAGE
 OF

 EP-W-13-016/0006/P00012
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 3

NAME OF OFFEROR OR CONTRACTOR

M NO.	SUPPLIES/SERVICES	QUANTITY		UNIT PRICE	AMOUNT
A)	(B)	(C)	(D)	(E)	(F)
	LIST OF CHANGES:				
	Reason for Modification: Funding Only Action				
	Total Amount for this Modification: \$0.00				
	New Total Amount for this Version: \$438,250.00				
	New Total Amount for this Award: \$438,250.00				
	Obligated Amount for this Modification: \$14,000.00				
	New Total Obligated Amount for this Award:				
	\$320,881.00				
	Incremental Funded Amount changed: from				
	\$306,881.00 to \$320,881.00				
	Buyer changed				
	from Dianne Galloway				
	to Dionne Wright				
	Contracting Officer changed				
	from Mark Heare				
	to Lynette Gallion				
	CHANGES FOR LINE ITEM NUMBER: 1				
	Obligated Amount for this Modification: \$14,000.00				
	Incremental Funded Amount changed from				
	\$306,881.00 to \$320,881.00				
	FOB changed from Destination to				
	NEW ACCOUNTING CODE ADDED:				
	Account code:				
	18-T-72DC-000DD2-2505-1872DC5014-001				
	Beginning FiscalYear 18				
	Ending Fiscal Year				
	Fund (Appropriation) T				
	Budget Organization 72DC				
	Program (PRC) 000DD2				
	Budget (BOC) 2505				
	Job # (Site/Project) HQ00BM00				
	Cost Organization				
	DCN-LineID 1872DC5014-001				
	Quantity: 0				
	Amount: \$14,000.00				
	Percent: 3.19452				
	Subject To Funding: N				
	Payment Address:				
	Washington DC 20460 USA				
	Poriod of Porformance, 11/12/2012 to 00/02/2012				
	Period of Performance: 11/12/2013 to 09/02/2018 Delivery Location Code: SRRPOD				
	SRRPOD				
	US Environmental Protection Agency				
	Ariel Rios Building				
	1200 Pennsylvania Avenue, N. W. Mail Code: 3805R				
	Washington DC 20460 USA				
	Continued				

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 REFERENCE NO. OF DOCUMENT BEING CONTINUED
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 OF

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 3
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NAME OF OFFEROR OR CONTRACTOR

ITEM NO.	SUPPLIES/SERVICES	QUANTITY	UNIT	UNIT PRICE	AMOUNT
(A)	(B)		(D)	(E)	(F)
	Period of Performance: 11/12/2013 to 09/02/2018				
NON 7540 04 451					OPTIONAL FORMACCI (4.00)

AMENDME	NT OF SOLICITATION/MODIFI	CATION OF C	ONTRACT		CONTRACT ID CODE		PAGE OF	PAGES					
2. AMENDMEI	NT/MODIFICATION NO.	3. EFFECTIVE	DATE	4. RE		5. PR	JECT NO	. (If applicable)					
P00013		See Blo	ck 16C										
6. ISSUED BY	COD			7. A	DMINISTERED BY (If other than Item 6)	CODE							
Ariel R 1200 Pe Mail Co	ronmental Protection ios Building nnsylvania Avenue, N de: 3805R	-											
	ton DC 20460		7/0.0-4-1	I.	A AMENICMENT OF COLUCTATION NO								
8. NAME AND ADDRESS OF CONTRACTOR (No., street, county, State and ZIP Code) ENVIRONMENTAL MANAGEMENT SUPPORT INC Attn: N. Jay Bassin 8601 GEORGIA AVE STE 500 3015895318 SILVER SPRING MD 209103439 CODE 106741598 FACILITY CODE					9A. AMENDMENT OF SOLICITATION NO. 9B. DATED (SEE ITEM 11) × 10A. MODIFICATION OF CONTRACT/ORDER NO. EP-W-13-016 0006 10B. DATED (SEE ITEM 13)								
CODE 10	6741598	FACILITY COL	DE		11/12/2013								
-		11. THIS IT	 EM ONLY APPLIES TO AM	MENE	OMENTS OF SOLICITATIONS								
Items 8 and separate let THE PLACE virtue of this reference to	15, and returning ter or telegram which includes a reference DESIGNATED FOR THE RECEIPT Of amendment you desire to change an of the solicitation and this amendment, arrangement and the solicitation and the control of the solicitation and the amendment arrangement are the solicitation and the amendment are the solicitation and the solicitation and the solicitation are the solicitation and the solicitation and the solicitation are the solicitation and the solicitation and the solicitation are the solicitation and the solicitation and the solicitation are the solicitation are the solicitation and the solicitation are the solicitation and the solicitation and the solicitation are the solicitation and the solicitation are the solicitation and the solicitation are the solicitation are the solicitation and the solicitation are the solicitation	copies of the amen oce to the solicitation F OFFERS PRIOR ffer already submit and is received prior equired)	dment; (b) By acknowledgen and amendment number TO THE HOUR AND DATed, such change may be to the opening hour and control Net	ging ing ingers. TE SI made made so De	•	er subn BE RE JR OFF r letter	nitted; or (or CEIVED AT FER. If by makes	c) By					
CHECK ONE					IGES SET FORTH IN ITEM 14 ARE MADE IN THE DMINISTRATIVE CHANGES (such as changes in Y OF FAR 43.103(b).								
	C. THIS SUPPLEMENTAL AGREEME				0.000								
-	D. OTHER (Specify type of modification	on and authority)											
X	FAR 52.232-22 LIMIT	***	FUNDS (APR 19	984)								
E. IMPORTAN		<u>10-10</u>	o sign this document and		1	office.							
14. DESCRIP DUNS Nur	TION OF AMENDMENT/MODIFICATIO	N (Organized by U	CF section headings, incl		solicitation/contract subject matter where feasib	8							
Therefore \$117,028 decrease costs be	re, the task order of 3.21 to \$321,221.79. and from \$343,624.00 around the ceiling around	eiling am Addition by \$117,0 ount with	ount is herek ally, the inc 28.21 to \$226 out prior wri	oy cre 5,5	funding in the amount of decreased from \$438,250. mental funding amount is 95.79. The contractor shapen approval from the Contaged and in full force a	00 b her all trac	y eby not in	ncur					
Continue	ed												
Except as pro-	vided herein, all terms and conditions of	the document refe	erenced in Item 9 A or 10A	, as I	neretofore changed, remains unchanged and in fo	ull force	and effect	•					
15A. NAME A	ND TITLE OF SIGNER (Type or print)			16/	A. NAME AND TITLE OF CONTRACTING OFFICE	ER (Ty	pe or print)	-					
				Ma	rneice Bivins								
15B. CONTRA	ACTOR/OFFEROR		15C. DATE SIGNED	16E		ECTR IGNAT	ONIC	C. DATE SIGNED 6/13/2018					
9	(Signature of person authorized to sign)			-	(Signature of Contracting Officer)		_ '	0, 10, 2010					

 CONTINUATION SHEET
 REFERENCE NO. OF DOCUMENT BEING CONTINUED
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NAME OF OFFEROR OR CONTRACTOR

ITEM NO. (A)	SUPPLIES/SERVICES (B)	QUANTITY (C)	UNIT (D)	UNIT PRICE (E)	AMOUNT (F)
	LIST OF CHANGES: Reason for Modification: Funding Only Action				
	Total Amount for this Modification: -\$117,028.21 New Total Amount for this Award: \$321,221.79 Obligated Amount for this Modification:				
	-\$117,028.21 New Total Obligated Amount for this Award: \$226,595.79 Incremental Funded Amount changed: from				
	\$343,624.00 to \$226,595.79				
	CHANGES FOR LINE ITEM NUMBER: 1 Total Amount changed from \$438,250.00 to \$321,221.79				
	Obligated Amount for this Modification: -\$117,028.21 Incremental Funded Amount changed from				
	\$343,624.00 to \$226,595.79				
	CHANGES FOR ACCOUNTING CODE: 15-16-C-26U2000-301FK8XPV-2532-26A6A-1526U2E274-00				
	Amount changed from \$100,058.00 to \$39,856.94				
	CHANGES FOR ACCOUNTING CODE: 15-16-C-26US000-301FK8XPW-2571-26A6A-1626USE153-00				
	Amount changed from \$60,000.00 to \$3,172.85				
	Period of Performance: 11/12/2013 to 09/02/2018				

AMENDMENT OF SOLICITATION/MODIFICA	ATION OF CO	ONTRACT		CONTRACT ID CODE	F	PAGE OF	PAGES
2. AMENDMENT/MODIFICATION NO.	3. EFFECTIVE	DATE	4. RI	 EQUISITION/PURCHASE REQ. NO.	5. PRO	JECT NO.	∠ . (If applicable)
P00014	See Bloo	ck 16C					
6. ISSUED BY CODE	SRRPOD		7. A	DMINISTERED BY (If other than Item 6)	CODE		
SRRPOD US Environmental Protection Ariel Rios Building 1200 Pennsylvania Avenue, N. Mail Code: 3805R Washington DC 20460	-						
8. NAME AND ADDRESS OF CONTRACTOR (No., street,	county, State and	ZIP Code)	/ ₁ / ₂	PA. AMENDMENT OF SOLICITATION NO.			
ENVIRONMENTAL MANAGEMENT SUPE Attn: N. Jay Bassin 8601 GEORGIA AVE STE 500 3015895318 SILVER SPRING MD 209103439	17%	_	(X)	OB. DATED (SEE ITEM 11) 100. MODIFICATION OF CONTRACT/ORDER NOTE: DEP = 13 - 016 100. DATED (SEE ITEM 13)	Э.		
CODE 106741598	FACILITY COD	DE		11/12/2013			
	11. THIS ITI	 EM ONLY APPLIES TO AN	MENI	DMENTS OF SOLICITATIONS			
CHECK ONE A. THIS CHANGE ORDER IS ISSUED PORDER NO. IN ITEM 10A.	DDIFICATION O	F CONTRACTS/ORDERS	S. IT	MODIFIES THE CONTRACT/ORDER NO. AS DESINGES SET FORTH IN ITEM 14 ARE MADE IN THAT IN INTERPRETATIVE CHANGES (such as changes in ITEM 14 ARE MADE IN THE ITEM 15 ADMINISTRATIVE CHANGES (such as changes in ITEM 15	HE CON	TRACT	14.
C. THIS SUPPLEMENTAL AGREEMENT D. OTHER (Specify type of modification of the content of the con	and authority)						
X FAR 52.217-8 Option	to Exten	d Services (N	VOV	7 1999)			_
E. IMPORTANT: Contractor 🗵 is not.	is required t	o sign this document and	retur	n copies to the issuing	office.		
14. DESCRIPTION OF AMENDMENT/MODIFICATION (*DUNS Number: 106741598 TOCOR: Tina Conley Max Expire The purpose of this modificat 2018 to 2 March 2019. This ta Base Period ceiling amount or authorized to exceed without terms and conditions remain to LIST OF CHANGES: Continued Except as provided herein, all terms and conditions of the	e Date: tion is ask orde n this to prior w	03/02/2019 to extend the r will be ext ask order is ritten approv d and in full	e P sen \$3 7al f	eriod of Performance from ded at no cost to the good 21,221.79 in which the confidence and effect.	m 2 svernmontra	ment. actor All (The is not other
15A. NAME AND TITLE OF SIGNER (Type or print)			16/	A. NAME AND TITLE OF CONTRACTING OFFIC	ER (Typ	e or print)	
			Ma	arneice Bivins			
15B. CONTRACTOR/OFFEROR		15C. DATE SIGNED		3. UNITED STATES OF AMERICA	ECTRO	NIC	2. DATE SIGNED 9/04/2018

(Signature of person authorized to sign)

(Signature of Contracting Officer)

 CONTINUATION SHEET
 REFERENCE NO. OF DOCUMENT BEING CONTINUED
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 OF

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NAME OF OFFEROR OR CONTRACTOR

EM NO.	SUPPLIES/SERVICES	QUANTITY			AMOUNT
(A)	(B)	(C)	(D)	(E)	(F)
	Reason for Modification: Extend Period of				
	Performance				
	Period Of Performance End Date changed from				
	02-SEP-18 to 02-MAR-19				
	Maximum Potential Expiration Date changed to :				
	03/02/2019				
	03/02/2013				
	Period of Performance: 11/12/2013 to 03/02/2019				

AMENDME	NT OF SOLICITATION/MODIFIC	ATION OF C	ONTRACT		CONTRACT ID CODE	OF PAGES	
2. AMENDME	NT/MODIFICATION NO.	3. EFFECTIVE	DATE	4. RE	EQUISITION/PURCHASE REQ. NO.	5. PROJEC	Γ NO. (If applicable)
P00015		See Bloo	ck 16C				
6. ISSUED BY	CODE	HQAD	- 3	7. A	DMINISTERED BY (If other than Item 6)	CODE	
William 1200 Pe Mail Co	ronmental Protection Jefferson Clinton Bunsylvania Avenue, Nade: 3803R ton DC 20460	ilding				_	
1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1	ADDRESS OF CONTRACTOR (No., stree	county State and	7IP Code)	0	A. AMENDMENT OF SOLICITATION NO.		<u>-</u>
Environn Attn: Th 8601 GE0 30158953	mental Management Sup nomas Heim DRGIA AVE STE 500		e -	9 x 1 E	B. DATED (SEE ITEM 11) 0A. MODIFICATION OF CONTRACT/ORDER NO. 1006 0006 0B. DATED (SEE ITEM 13)	0 .	
CODE 10	6741598	FACILITY COD	E		11/12/2013		
		11. THIS IT	 EM ONLY APPLIES TO AM		DMENTS OF SOLICITATIONS		
OFFER. If each letter	by virtue of this amendment you desire to or electronic communication makes refere FING AND APPROPRIATION DATA (If req edule 13. THIS ITEM ONLY APPLIES TO M	change an offer a nce to the solicita uired)	already submitted , such chation and this amendment,	chang , and 6. IT I	R AND DATE SPECIFIED MAY RESULT IN REJE te may be made by letter or electronic communication is received prior to the opening hour and date specified the contract/order No. AS DES	ation, provide ecified. SCRIBED IN I	TEM 14.
	C. THIS SUPPLEMENTAL AGREEMEN	T IS ENTERED I			DMINISTRATIVE CHANGES (such as changes in Y OF FAR 43.103(b). RITY OF:	n paying offic	е,
V	D. OTHER (Specify type of modification	• • • • • • • • • • • • • • • • • • • •	omost of the	Do			
	FAR 43.103(a) (3) Mut				1	office	
DUNS Nur	TION OF AMENDMENT/MODIFICATION Ther: 106741598	(Organized by U		uding	solicitation/contract subject matter where feasib	le.)	
obligate condition TOCOR: '		ecrease e Date:	from \$321,221 03/02/2019	. 7	funds in the amount of \$(9 to \$321,221.24. All oth		
New Tota	mount for this Modifi al Amount for this Ve al Amount for this Aw ed	rsion: \$	321,221.24				
Except as pro		ne document refe	erenced in Item 9 A or 10A,	16 <i>A</i>	neretofore changed, remains unchanged and in fo A. NAME AND TITLE OF CONTRACTING OFFICE Uncharacter Bivins		
15B. CONTRA	ACTOR/OFFEROR		15C. DATE SIGNED	16E	B. UNITED STATES OF AMERICA	FCTPONIC	16C. DATE SIGNED
9	(Signature of person authorized to sign)			-		ECTRONIC IGNATURE	11/18/2019

 CONTINUATION SHEET
 REFERENCE NO. OF DOCUMENT BEING CONTINUED EP-W-13-016/0006/P00015
 PAGE EP-W-13-016/0006/P00015
 OF PAGE EP-W-13-016/0006/P00015

NAME OF OFFEROR OR CONTRACTOR

Environmental Management Support, Inc

(B)	(C)	UNIT (D)	UNIT PRICE (E)	AMOUNT (F)
CHANGES FOR LINE ITEM NUMBER: 1 Total Amount changed from \$321,221.79 to \$321,221.24				
CHANGES FOR ACCOUNTING CODE: 18-T-72DC-000DD2-2505-1872DC5014-001 Amount changed from \$14,000.00 to \$13,999.45				
New Issuing Address: HQAD US Environmental Protection Agency William Jefferson Clinton Building 1200 Pennsylvania Avenue, N. W.				
Mail Code: 3803R Washington DC 20460				
New Administration Address: HQAD US Environmental Protection Agency William Jefferson Clinton Building 1200 Pennsylvania Avenue, N. W. Mail Code: 3803R Washington DC 20460 Period of Performance: 11/12/2013 to 03/02/2019				
	CHANGES FOR LINE ITEM NUMBER: 1 Total Amount changed from \$321,221.79 to \$321,221.24 CHANGES FOR ACCOUNTING CODE: 18-T-72DC-000DD2-2505-1872DC5014-001 Amount changed from \$14,000.00 to \$13,999.45 New Issuing Address: HQAD US Environmental Protection Agency William Jefferson Clinton Building 1200 Pennsylvania Avenue, N. W. Mail Code: 3803R Washington DC 20460 New Administration Address: HQAD US Environmental Protection Agency William Jefferson Clinton Building 1200 Pennsylvania Avenue, N. W. Mail Code: 3803R Washington DC 20460	CHANGES FOR LINE ITEM NUMBER: 1 Total Amount changed from \$321,221.79 to \$321,221.24 CHANGES FOR ACCOUNTING CODE: 18-T-72DC-000DD2-2505-1872DC5014-001 Amount changed from \$14,000.00 to \$13,999.45 New Issuing Address: HQAD US Environmental Protection Agency William Jefferson Clinton Building 1200 Pennsylvania Avenue, N. W. Mail Code: 3803R Washington DC 20460 New Administration Address: HQAD US Environmental Protection Agency William Jefferson Clinton Building 1200 Pennsylvania Avenue, N. W. Mail Code: 3803R Washington DC 20460	CHANGES FOR LINE ITEM NUMBER: 1 Total Amount changed from \$321,221.79 to \$321,221.24 CHANGES FOR ACCOUNTING CODE: 18-T-72DC-000DD2-2505-1872DC5014-001 Amount changed from \$14,000.00 to \$13,999.45 New Issuing Address: HQAD US Environmental Protection Agency William Jefferson Clinton Building 1200 Pennsylvania Avenue, N. W. Mail Code: 3803R Washington DC 20460 New Administration Address: HQAD US Environmental Protection Agency William Jefferson Clinton Building 1200 Pennsylvania Avenue, N. W. Mail Code: 3803R Washington DC 20460	CHANGES FOR LINE ITEM NUMBER: 1 Total Amount changed from \$321,221.79 to \$321,221.24 CHANGES FOR ACCOUNTING CODE: 18-T-72DC-000DD2-2505-1872DC5014-001 Amount changed from \$14,000.00 to \$13,999.45 New Issuing Address: HQAD US Environmental Protection Agency William Jefferson Clinton Building 1200 Pennsylvania Avenue, N. W. Mail Code: 3803R Washington DC 20460 New Administration Address: HQAD US Environmental Protection Agency William Jefferson Clinton Building 1200 Pennsylvania Avenue, N. W. Mail Code: 3803R Washington DC 20460